

**CITY OF WICHITA 1989/90 ANNUAL BUDGET**

FUND: GENERAL  
DEPARTMENT: CITY MANAGER  
DIVISION: PERSONNEL

ACTIVITY NO.: 110-01-820-50000

	1987 ACTUAL	1988 ADOPTED	1988 REVISED	1989 ADOPTED	1990 ADOPTED
110 Wages	329,611	366,240	361,550	380,590	387,050
115 Overtime					
121 Employee Benefits	69,674	70,170	70,990	79,820	79,820
122 Group Life Insurance	443	360	430	440	440
123 Group Health Insurance	15,926	14,960	14,290	14,100	14,100
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TOTAL PERSONAL SERVICES	415,654	451,730	447,260	474,950	481,410
211 Electricity					
212 Natural Gas					
213 Water					
214 Trash/Dump Fees					
220 Communications	8,437	6,810	7,230	7,230	7,230
230 Transportation Out of City	1,209				
231 Transportation In City					
240 Advertising	473	2,000	1,000	1,000	1,000
250 Insurance					
260 Dues and Subscriptions	855	900	990	990	990
270 Professional Services	20,188	6,600	1,000	1,000	1,000
291 Office Automation	9,900	10,340	10,340	10,750	11,100
292 Data Processing	20,650	18,640	18,640	19,390	20,070
293 Central Maintenance					
294 Motor Pool	139	100	150	150	150
295 Other Contractuals	3,260	2,000	150	150	150
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TOTAL CONTRACTUAL SERVICES	65,111	47,390	39,500	40,660	41,690
310 Office Supplies	14,805	17,000	16,900	16,900	16,900
320 Clothing and Linen					
330 Food, Drugs and Chemicals	149				
340 Operating Supplies Buildings					
350 Repair Parts Buildings					
360 Operating Supplies Equipment					
370 Repair Parts Equipment	194	500	300	300	300
380 Operating Supplies Construction					
390 Minor Apparatus/Tools	4,771	7,000	5,800	6,050	6,050
395 Other Commodities					
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TOTAL COMMODITIES	19,919	24,500	23,000	23,250	23,250
400 TOTAL CAPITAL OUTLAY					
TOTAL OTHER					
TOTAL	500,684	523,620	509,760	538,860	546,350

**CITY OF WICHITA 1989/90 ANNUAL BUDGET**

**FUND: GENERAL**

**ACTIVITY NO.: 110-02-820-50000**

**DEPARTMENT: CITY MANAGER**

**DIVISION: PERSONNEL**

The Personnel Division is responsible for securing and training employees for the City and maintaining a merit system of employment. Personnel administers the classification and compensation plans, personnel policies and procedures, employee programs, bargaining unit agreements, grievance investigations, personnel transactions and records, equal employment/affirmative action programs, and employee training and development.

POSITION TITLE	POSITIONS		1989		1988 ADOPTED	1988 REVISED	1989 ADOPTED
	1987 BUDGET	1988 BUDGET	1989 BUDGET	1989 EMPLOYMENT RANGE			
Personnel Director	1	1	1	E-8	42,340	45,350	45,350
Employee Relations Officer	1	1	1	631	36,560	36,560	37,970
Senior Personnel Technician	4	4	4	629	130,530	130,530	137,700
Personnel Technician	1	1	1	626	28,960	28,960	30,080
Administrative Aide II	1	1	1	623	24,870	24,870	25,990
Office Automation Specialist	1	1	1	623	23,150	23,150	24,730
Administrative Aide I	1	2	2	620	38,520	38,520	41,790
Administrative Secretary I	1	1	1	620	21,720	21,720	22,560
Clerk II	1	1	1	615	15,560	15,560	17,010
<b>Subtotal</b>	<b>12</b>	<b>13</b>	<b>13</b>		<b>362,210</b>	<b>365,220</b>	<b>383,180</b>
<b>ADD: Longevity</b>					<b>2,630</b>	<b>2,630</b>	<b>3,030</b>
<b>Year End Payroll Accrual</b>					<b>1,400</b>	<b>1,410</b>	<b>1,480</b>
<b>LESS: Salary Savings</b>						<b>(7,710)</b>	<b>(7,100)</b>
<b>TOTAL</b>					<b>366,240</b>	<b>361,550</b>	<b>380,590</b>

**CITY OF WICHITA 1989/90 ANNUAL BUDGET**

FUND: GENERAL  
DEPARTMENT: CITY MANAGER  
DIVISION: PUBLIC & INTERGOVERNMENTAL AFFAIRS

ACTIVITY NO.: 110-02-860-50000

	1987 ACTUAL	1988 ADOPTED	1988 REVISED	1989 ADOPTED	1990 ADOPTED
110 Wages	37,292	39,650	39,650	92,040	95,130
115 Overtime					
121 Employee Benefits	7,929	8,010	8,130	18,910	19,560
122 Group Life Insurance	29	500	30	90	90
123 Group Health Insurance	1,736	1,200	1,700	4,170	4,180
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TOTAL PERSONAL SERVICES	46,986	49,360	49,510	115,210	118,960
211 Electricity					
212 Natural Gas					
213 Water					
214 Trash/Dump Fees					
220 Communications	1,393	1,200	1,200	1,690	1,690
230 Transportation Out of City	2,956	4,650	4,650	8,350	8,350
231 Transportation In City	16	30	30	30	30
240 Advertising	1,750				
250 Insurance					
260 Dues and Subscriptions	507	700	700	700	700
270 Professional Services	327				
291 Office Automation		110	110	110	120
292 Data Processing					
293 Central Maintenance					
294 Motor Pool	903	1,680	1,680	3,600	3,600
295 Other Contractuals	1,075			50	50
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TOTAL CONTRACTUAL SERVICES	8,927	8,370	8,370	14,530	14,540
310 Office Supplies	3,829	3,000	3,000	4,140	4,140
320 Clothing and Linen					
330 Food, Drugs and Chemicals	490	500	500	1,000	1,000
340 Operating Supplies Buildings					
350 Repair Parts Buildings					
360 Operating Supplies Equipment					
370 Repair Parts Equipment	56	300	300	200	200
380 Operating Supplies Construction					
390 Minor Apparatus/Tools					
395 Other Commodities	17				
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TOTAL COMMODITIES	4,392	3,800	3,800	5,340	5,340
400 TOTAL CAPITAL OUTLAY					
TOTAL OTHER					
TOTAL	60,305	61,530	61,680	135,080	138,840

**CITY OF WICHITA 1989/90 ANNUAL BUDGET**

**FUND: GENERAL**  
**DEPARTMENT: CITY MANAGER**  
**DIVISION: PUBLIC & INTERGOVERNMENTAL AFFAIRS**

**ACTIVITY NO.: 110-02-860-50000**

The Public & Intergovernmental Affairs Office is charged with creating and maintaining open communication between citizens and City government. Work areas include: preparing and disseminating information to the news media; assisting all City offices in providing photographic services and special news conference scheduling; presenting the City's legislative "package" to the Kansas Legislature and monitoring legislation affecting Wichita; preparing and distributing informational material including meeting schedules, the Annual Report, statistical summaries and brochures. All staff members provide information, referrals, and answers to citizens' questions and problems regarding City services. Additionally, this division assists City Council members and City management in preparing speeches for various public appearances.

The Intergovernmental Relations Officer will act as a liaison between the City of Wichita and other governmental bodies at the federal, state, and/or local level.

POSITION TITLE	POSITIONS		1989 EMPLOYMENT		1988 ADOPTED	1988 REVISED	1989 ADOPTED
	1987 BUDGET	1988 BUDGET	1989 BUDGET	RANGE			
Public Affairs Officer	1	1	1	631	29,800	29,800	32,900
Intergovernmental Relations Officer	0	0	1	E-9	0	0	42,260
Secretary	0	0	1	618	0	0	16,210
Subtotal	1	1	3		29,800	29,800	91,370
ADD: Longevity					270	270	320
Year End Payroll Accrual					150	150	350
Amount charged from:							
City Council					9,430	9,430	0
(1/2 Secretary - 1988 Only)							
<b>TOTAL</b>					<b>39,650</b>	<b>39,650</b>	<b>92,040</b>

**CITY OF WICHITA 1989/90 ANNUAL BUDGET**

**FUND:** GENERAL  
**DEPARTMENT:** CITY MANAGER  
**DIVISION:** CITIZEN RIGHTS AND SERVICES

**ACTIVITY NO.:** 110-02-100-50000

	1987 ACTUAL	1988 ADOPTED	1988 REVISED	1989 ADOPTED	1990 ADOPTED
110 Wages	114,364	119,260	120,780	125,550	126,510
115 Overtime					
121 Employee Benefits	23,127	23,280	23,540	26,440	26,440
122 Group Life Insurance	79	230	90	90	90
123 Group Health Insurance	5,960	5,980	5,830	5,760	5,760
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TOTAL PERSONAL SERVICES	143,530	148,750	150,240	157,840	158,800
211 Electricity					
212 Natural Gas					
213 Water					
214 Trash/Dump Fees					
220 Communications	2,920	1,250	2,210	1,840	1,840
230 Transportation Out of City	250				
231 Transportation In City	39	250	250	250	250
240 Advertising	50				
250 Insurance					
260 Dues and Subscriptions	670	250	250	250	250
270 Professional Services	211	1,000	500	500	500
291 Office Automation	3,670	7,740	7,740	8,050	8,340
292 Data Processing					
293 Central Maintenance					
294 Motor Pool		150			
295 Other Contractuals	129	120	100	100	100
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TOTAL CONTRACTUAL SERVICES	7,939	10,760	11,050	10,990	11,280
310 Office Supplies	7,453	6,000	6,000	6,000	6,000
320 Clothing and Linen					
330 Food, Drugs and Chemicals					
340 Operating Supplies Buildings					
350 Repair Parts Buildings					
360 Operating Supplies Equipment					
370 Repair Parts Equipment					
380 Operating Supplies Construction					
390 Minor Apparatus/Tools					
395 Other Commodities					
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TOTAL COMMODITIES	7,453	6,000	6,000	6,000	6,000
400 TOTAL CAPITAL OUTLAY					
TOTAL OTHER					
TOTAL	158,922	165,510	167,290	174,830	176,080

**CITY OF WICHITA 1989/90 ANNUAL BUDGET**

FUND: GENERAL  
 DEPARTMENT: CITY MANAGER  
 DIVISION: CITIZEN RIGHTS AND SERVICES

ACTIVITY NO.: 110-02-100-50000

The goals of the Citizen Rights and Services Division are: to assist citizens in receiving fair and equitable delivery of City services; to recommend changes in unjust and unfair policies, practices and ordinances or unjust and unfair interpretation of these by City personnel; and, to advocate non-discrimination and investigate complaints of discrimination in public accommodations, housing and employment because of race, color, sex, religion, national origin or ancestry, physical handicap, age, and marital status. The Civil Rights, EEO/AA contract compliance and the grievance functions are all part of this division.

POSITION TITLE	POSITIONS		1989 EMPLOYMENT		1988 ADOPTED	1988 REVISED	1989 ADOPTED
	1987 BUDGET	1988 BUDGET	1989 BUDGET	RANGE			
Director - CRS	1	1	1	E-8	43,440	44,960	44,960
Administrative Assistant	2	2	2	626	57,110	57,110	60,160
Secretary	1	1	1	618	17,100	17,100	18,730
Subtotal	4	4	4		117,650	119,170	123,850
ADD: Longevity					1,150	1,150	1,220
Year End Payroll Accrual					460	460	480
TOTAL					119,260	120,780	125,550

**CITY OF WICHITA 1989/90 ANNUAL BUDGET**

FUND: GENERAL  
DEPARTMENT: CITY MANAGER  
DIVISION: HISTORICAL MUSEUM

ACTIVITY NO.: 110-02-120-50120

	1987 ACTUAL	1988 ADOPTED	1988 REVISED	1989 ADOPTED	1990 ADOPTED
110 Wages	38,699	38,770	40,110	40,110	40,130
115 Overtime					
121 Employee Benefits	7,446	7,440	7,020	7,920	7,920
122 Group Life Insurance	36	20	40	40	40
123 Group Health Insurance	753	790	740	730	730
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TOTAL PERSONAL SERVICES	46,934	47,020	47,910	48,800	48,820
211 Electricity	22,285	22,820	22,820	23,500	23,500
212 Natural Gas					
213 Water					
214 Trash/Dump Fees					
220 Communications					
230 Transportation Out of City					
231 Transportation In City					
240 Advertising					
250 Insurance				180	180
260 Dues and Subscriptions					
270 Professional Services					
291 Data Processing					
292 Office Automation					
293 Central Maintenance					
294 Motor Pool					
295 Other Contractuals					
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TOTAL CONTRACTUAL SERVICES	22,285	22,820	22,820	23,680	23,680
310 Office Supplies	160	350			
320 Clothing and Linen					
330 Food, Drugs and Chemicals					
340 Operating Supplies Buildings					
350 Repair Parts Buildings					
360 Operating Supplies Equipment					
370 Repair Parts Equipment					
380 Operating Supplies Construction					
390 Minor Apparatus/Tools					
395 Other Commodities					
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TOTAL COMMODITIES	160	350			
400 TOTAL CAPITAL OUTLAY					
TOTAL OTHER					
TOTAL	69,379	70,190	70,730	72,480	72,500

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CITY OF WICHITA 1989/90 ANNUAL BUDGET

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FUND: GENERAL  
 DEPARTMENT: CITY MANAGER  
 DIVISION: HISTORICAL MUSEUM

ACTIVITY NO.: 110-02-120-50120

The Wichita-Sedgwick County Historical Museum's purpose is the preservation, conservation, and educational display of documented materials reflecting the historical and cultural heritage of the City of Wichita, Sedgwick County, and the surrounding area, its citizens and industry from 1865 to the present day. The Historical Museum Director is responsible for administration of the museum, exhibit scheduling and installation, public and community relations, fund raising, museum development, and maintenance of the museum's building, Wichita's old City Hall, which is leased by the City to the Museum Association.

In September, 1987, the City Council voted to merge the Historic Wichita Board and the Historic Landmark Preservation Committee. This new 10-member board is now called the Historic Preservation Board. This has changed the scope and makeup of these Boards in 1988 and will continue to do so in the future.

POSITION TITLE	POSITIONS		1989		1988 ADOPTED	1988 REVISED	1989 ADOPTED
	1987 BUDGET	1988 BUDGET	1989 BUDGET	EMPLOYMENT RANGE			
Director, Historical Museum	1	1	1	E-12	38,260	39,600	39,600
Subtotal	1	1	1		38,260	39,600	39,600
ADD: Longevity					360	360	360
Year End Payroll Accrual					150	150	150
TOTAL					38,770	40,110	40,110